

PHAPlans

5-YearPlanforFiscalYears2000 -2004
AnnualPlanforFiscalYear2002

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBE COMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

PHA Plan Agency Identification

PHAName: DakotaCountyCommunityDevelopmentAgency

PHANumber: MN46P147

PHAFiscalYearBeginning: 07/01/02

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHAF ISCAL YEARS 2000 -2004
[24CFRPart903.5]

A.Mission

State the PHA's mission for serving the needs of low -income, very low income, and extremely low -income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- X The PHA's mission is: (state mission here)

The Dakota County Community Development Agency (f.k.a. Dakota County Housing and Redevelopment Authority) utilizes available federal, state and local resources to serve the residents of Dakota County by working to upgrade and maintain the existing housing stock, encourage the construction of new affordable housing to low and moderate income households, promote economic development efforts and provide assistance to Dakota County communities through community development programs, and to provide low and moderate income family and senior households with decent, safe, and affordable rental housing opportunities.

B.Goals

The goals and objectives listed below are derived from HUD's strategic goals and objectives and those emphasized in recent legislation. PHA may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD -suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include target such as: numbers of families served or PHA scores achieved.) PHA should identify these measures in the space to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- X PHA Goal: Expand the supply of assisted housing
- Objectives:
- X Apply for additional rental vouchers:
Dakota County CDA will apply for additional rental vouchers if it is determined that the local rental market can absorb additional vouchers.
- X Reduce public housing vacancies:
Dakota County CDA will maintain long -term vacancy rates of less than 5%. Current public housing vacancy rates are less than 3%.
- X Leverage private or other public funds to create additional housing opportunities:

Dakota County CDA continually searches and applies for additional funds available for housing. While it is difficult to estimate how much, let alone what sources will be available in 5 years, it can be estimated that the CDA receives approximately \$29 million annually, or a total of over \$145 million over a 5 -year time frame. The CDA continually searches funding for additional housing opportunities.

- X Acquire or build units or developments:
Utilizing the wide variety of funding sources it receives, the CDA anticipates constructing approximately 300 units of senior housing over the next 5 years. The CDA also anticipates constructing approximately 150 units of new affordable rental housing for low to moderate income working families throughout Dakota County.

- X Other (list below)
The Dakota County Board of Commissioners and the Dakota County CDA have created a new housing incentive fund that will assist the development of affordable rental and home ownership opportunities in Dakota County.

The Housing Opportunities Enhancement Program (HOPE) is designed as a means for developers to leverage private and public dollars. The HOPE Program will provide gap financing to eligible projects serving persons at or below 50% of the county's median income. The fund will be structured as a revolving loan program, providing long -term, low interest loans to recipients.

- X PHA Goal: Improve the quality of assisted housing
Objectives:

- X Improve public housing management: (PHAS score)
Dakota County CDA achieved a federal fiscal year 2001 PHAS advisory score of 90%, and a 97% and a High Performer designation under its Management Operations Indicator. Under PHMAP, the CDA earned 100% for the previous 3 years. The CDA will sustain "High Performer" designation (a score of at least 90%) under the new PHAS.
- X Improve voucher management: (SEMAP score)
Dakota County CDA received a SEMAP score of 96% for year ending 6/30/01. The CDA will strive to maintain its "High Performer" designation under SEMAP (at least 90%).
- X Increase customer satisfaction:
Dakota County CDA has a number of strategies to increase customer satisfaction (customers being defined as landlords, public housing residents, and Section 8 participants). Each year the CDA holds a landlord conference at which the Section 8 staff explain the Section 8 program and addresses landlord concerns. Section 8 staff is also available for on -site training for landlords and property managers. For Section 8 participants that are homebound, or cannot make it to the CDA office for re -exams, home visits are arranged. All public housing re -exams are done at the developments. The CDA also offers extended hours

one night each month for those families who are not available during typical working hours. For participants new to Dakota County's program, a video presentation explains the program's rules and regulations.

- X Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
Dakota County CDA is continually evaluating current policies and procedures to ensure that the agency is operating at its optimal level. If an area is identified as needing improvement, the CDA will research the best way to improve performance.
- X Renovate or modernize public housing units:
Will utilize over \$800,000 for public housing property improvements this year. See section on Capital Fund Program.
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

- X PHA Goal: Increase assisted housing choices
Objectives:
 - X Provide voucher mobility counseling:
Dakota County CDA Section 8 staff provides information about Housing Choice Voucher (HCV) mobility to all Section 8 participants.
 - X Conduct outreach efforts to potential voucher landlords
Dakota County CDA has undertaken an aggressive marketing program for its Section 8 Program in order to increase landlord involvement. The CDA considers this a success since the Section 8 participation rate is high compared to the rest of the Twin Cities metro area.
 - X Increase voucher payment standards
Each year the Dakota County CDA surveys the area rental market. From this, payment standards are determined and HUD's approval is requested. The CDA has some of the most aggressive payment standards throughout the Twin Cities metro area.
 - ☐ Implement voucher homeownership program:
 - ☐ Implement public housing or other homeownership programs:
 - ☐ Implement public housing site-based waiting lists:
 - ☐ Convert public housing to vouchers:
 - X Other: (list below)
Implement project basing of Housing Choice Vouchers. Dakota County CDA has begun to partner with local landlords and developers to project base vouchers at appropriated developments.

HUD Strategic Goal: Improve community quality of life and economic vitality

- X PHA Goal: Provide an improved living environment
Objectives:

- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
The scattered site public housing program operated by Dakota County CDA, by design, integrates lower income households into higher income neighborhoods.
- X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
Dakota County CDA will continue to promote income mixing by giving preference to public housing applicants whose income exceeds 30% of MFI, while at the same time meet requirements that at least 40% of the units be rented to households at or below 30% MFI.
- ☐ Implement public housing security improvements:
- ☐ Designated developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - X Increase the number and percentage of employed persons in assisted families:
Dakota County CDA is a member of the Dakota County Workforce Council. The CDA also operates the Family Self Sufficiency program.
 - X Provide or attract supportive services to improve assistance recipients' employability:
Dakota County CDA works in conjunction with Dakota County to provide supportive services to assisted families.
 - X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
Dakota County CDA's one public housing senior building, Colleen Loney Manor (CLM), has a Service Coordinator that arranges for supportive services to residents of CLM.
 - X Other: (list below)
The CDA provides a public housing unit in Burnsville to the Community Action Council out of which services that promote self-sufficiency are offered to public housing tenants, the community, and county at large.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:

- X Undertakeaffirmativemeasurestoensureaccesstoassistedhousing regardless of race, color, religion national origin, sex, familial status, and disability:
- X Undertakeaffirmativemeasurestoprovideasuitableliving environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- X Undertakeaffirmativemeasurestoensureaccessiblehousingtopersons with all varieties of disabilities regardless of unit size required:
- X Other:(list below)
Dakota County CDA sponsors an annual fair housing training seminar for all Dakota County rental property owners and managers.

Other PHA Goals and Objectives:(list below)

AnnualPHAPlan
PHAFiscalYear2002
[24CFRPart903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24CFRPart903.79(r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Dakota County Community Development Agency (CDA) has prepared a Comprehensive Housing Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements. This document is intended to address the needs related primarily to public housing and Section 8 over the next five years.

The following mission statement has been adopted to guide the activities of the Dakota County CDA:

The Dakota County Community Development Agency (CDA) utilizes available federal, state and local resources to serve the residents of Dakota County by working to upgrade and maintain the existing housing stock, encourage the construction of new housing affordable to low and moderate income households, promote economic development efforts and provide assistance to Dakota County communities through community development programs, and to provide low and moderate income family and senior households with decent, safe, and affordable rental housing opportunities.

We have also adopted the following goals and objectives for the next five years:

- Expand the supply of assisted housing through programs that provide new housing units and tenant based rental assistance.
- Improve the quality of assisted housing by maintaining program excellence and utilizing innovative solutions to address the housing needs of the County.
- Increase assisted housing choices through aggressive marketing and surveying.
- Continue to provide an improved living environment by working toward deconcentration and income mixing within the public housing program.

- Promotes self-sufficiency and asset development of assisted households through cooperative efforts in Dakota County (i.e. Workforce Council and County supportive services).
- Ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures throughout the agency's programs.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan shall lead toward the accomplishment of four goals and objectives. Taken as a whole, they outline a comprehensive approach toward our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:

- The Dakota County CDA will continue to maintain a vacancy rate of less than 3% for housing directly managed by the CDA through effective and efficient procedures.
- The Dakota County CDA will continue its extensive marketing strategy to encourage landlords throughout the County to participate in the Section 8 Rent Assistance Program.
- The Dakota County CDA will continue its partnerships with local for-profit businesses to access funding sources to assist with the construction of new affordable rental housing units throughout Dakota County.
- The Dakota County CDA will create an extraordinary maintenance program to revive and extend the life of aging CDA housing developments.

iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

Required Attachments:

- ☐ Admissions Policy for Deconcentration
- ☒ FY2002 Capital Fund Program Annual Statement – Attachment I (mn147i01.doc)
- ☐ Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☒ PHA Management Organizational Chart – Attachment H (mn147h01.doc)
- ☒ FY2001 Capital Fund Program 5 -Year Action Plan – Attachment I (mn147i01.doc)
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☐ Other (List below, providing each attachment name)

ProjectBasedVoucherProgramSummary –AttachmentA(mn147a01.doc)
PetPolicySummary –AttachmentB(mn147b01.doc)
CDABoardResolutionreCommunityService –AttachmentC(mn147c01.doc)
ProgressSummary –AttachmentD(mn147d01.doc)
ResidentAdvisoryBoard –AttachmentE(mn147e01.doc)
FollowUpPlanforRASS/PHAS –AttachmentF(mn147f01.doc)
PublicComments –AttachmentG(mn147g01.doc)
OrganizationalChart –AttachmentH(mn147h01.doc)
PHACapitalFundReports –AttachmentI(mn147i01.doc)
DeconcentrationandIncomeMixing –AttachmentJ(mn147j01.doc)
VoluntaryConversion –AttachmentK(mn147k01.doc)
AmendmentDefinitions –AttachmentL(mn147l01.doc)
Certifications –Submittedto local HUD Office as hard copies with signatures

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation:	Annual Plan: Eligibility, Selection, and Admissions

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	1. PHA board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance</i> ; <i>Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X Check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered each public housing development X Check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X Check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X Check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X Check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
NA	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input type="checkbox"/> Check here if included in the Section 8 Administrative Plan	Homeownership
NA	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (List individually; use as many lines as necessary)	(Specify as needed)

1.StatementofHousingNeeds

[24CFRPart903.79(a)]

Housing&HomelessNeedsAssessment(91.205)

Thefollowingsectionisfrom theDakotaCountysectionoftheFY2000DakotaCounty Consortium'sConsolidatedPlan.

OverviewofDakotaCounty

Withonly576squaremiles ofspace,DakotaCountyisonlythe58thlargestcountyinthe StateofMinnesotainlandarea.Yetitranksas thethirdmostpopulouscountyinthe State.In1980,DakotaCountyaveraged337persons persquaremile.By1997,Dakota Countyhad578peoplepersquaremile.Unevenlydistributed,overonehalfofthe Countyhasapopulationdensityoflessthan50 persons persquaremile,whileotherareas have densities that exceed4,000persons persquaremile.

MuchofthesouthernhalfoftheCounty'slandisagricultural.Thenorthernhalfis mostlysuburban,single -familyresidential.In1995,over40,700ac res oflandwasused forsingle -familyhomes.Itisprojectedthatby2015,anadditional16,500acresofland willhavebeenconvertedtosingle -familyhomes,withanadditional3,500acresusedfor multi-familyhousing.

Duringthe1990's,DakotaCounty addedmorepeopleeachyearthananyothercountyin theMetropolitanarea.TheCounty'sgrowthisequaltoaddingacitythesizeofHastings (about17,500people)everytwoyears.

DakotaCountyisexpectedtogrowinthenexttwodecades,butataslow erratethanit experiencedinthe1980'sand1990's.Anestimated140,000peoplewillmakeDakota Countytheirhomeby2020.That'sa44%increaseinpopulation.

Overthenexttwodecades,themajorityoftheCounty'spopulationwillgrowolderasthe babyboomersage.Thegeographicdistributionofdifferentagegroupsisalsochanging. WestStPaulandSouthStPaulcontinuetohavehigherconcentrationsofseniorcitizens, whiletherapidlygrowingcommunitiesofFarmington,Lakeville,andRosemoun tare experiencingarapidincreaseinthenumberofschoolagechildren.Anewtrendisthe agingpopulationofBurnsvilleandEagan.

Housing(CPTable2A)

Muchoftheinformationcontainedinthissectionisfromthe1990Census.Reviewand analysis ofwaitinglistsforhousingprograms,discussionswithprovidersofhousingand socialservices,theDakotaCountyComprehensivePlan,andthecomprehensiveplansof DakotaCountycitiesalsocontributedtothissection.

Oneofthemainreasonsforneedi nghousingassistanceinDakotaCountyappearstobe thedisparitybetweenincomeandhousingcosts.Itcutsacrosshouseholdtypes, geographicboundariesandspecialneeds.

The following chart breaks down by income and household tenure the various housing problems that Dakota County households experience.

Chart 1: Housing Problems of Dakota County Households

	Renters					Owners			Total
Household By Type, Income & Hsg Problem	Elderly 1&2 member HHs	Small Related (2-4)	Large Related (5+)	All Other HHs	Total Renters	Elderly	All Other Owners	Total Owners	Totals HHs
0 – 30% MFI	1,195	1,490	196	838	3,719	1,133	252	2,082	5,801
% w/ Hsg Problem	78%	84%	81%	87%	82%	58%	80%	68%	77%
% Cost Burden >30%	78%	82%	75%	87%	81%	58%	80%	68%	77%
% Cost Burden >50%	55%	73%	68%	78%	68%	35%	71%	52%	62%
31 – 50% MFI	830	1,187	175	1,303	3,495	1,574	485	3,571	7,066
% w/ Hsg Problem	85%	74%	90%	92%	84%	23%	63%	51%	67%
% Cost Burden >30%	84%	73%	75%	91%	83%	23%	61%	50%	66%
% Cost Burden >50%	34%	21%	22%	27%	26%	6%	37%	25%	26%
51 – 80% MFI	720	2,508	339	2,283	5,850	2,294	1,384	9,716	15,566
% w/ Hsg Problem	64%	44%	56%	40%	46%	16%	53%	46%	46%
% Cost Burden >30%	64%	40%	32%	39%	42%	16%	52%	44%	44%
% Cost Burden >50%	5%	2%	2%	0%	2%	2%	11%	6%	5%
81 – 95% MFI	112	1,142	134	1,303	2,691	1,041	5,992	7,033	9,724
% w/ Hsg Problem	27%	10%	29%	12%	13%	18%	37%	34%	28%
% Cost Burden >30%	27%	9%	4%	10%	10%	18%	35%	32%	26%
% Cost Burden >50%	0%	0%	0%	0%	0%	0%	1%	1%	1%
Total HHs	3,265	10,256	1,073	9,636	24,230	9,128	9,084	74,178	98,408
% w/ Hsg Problem	65%	33%	54%	32%	38%	19%	27%	19%	24%

Source: 1990 Census Data; HUD CHAS Data book

Income definitions:

0 – 30% MFI: Extremely Low - Income - Households and persons in this income category earn less than 30% of the Median Family Income (MFI) of the Mpls/St Paul MSA.

31 – 50% MFI: Very Low - Income - Households and persons earning more than 30% but less than 50% of MFI.

51 – 80% MFI: Low - Income - Households and persons earning more than 50% but less than 80% MFI.

81 – 95% MFI: Moderate - Income - Households and persons earning more than 80% but less than 95% MFI.

Based on the information contained in the chart, assumptions can be made as to what the needs of these households will be over the next five years. Priorities can then be established and goals can be set.

Table 2A conveys the priorities, needs and goals that have been established based on available information.

Table 2A: Priority Needs Summary Table

PRIORITY HOUSING NEEDS (of households)		Priority Need Level High, Medium, Low		Total Needs	5-Year Goals	2002 Goals
Renter	Small Related (2-4 persons)	0-30%	High	1570	836	139
		31-50%	High	1105	386	104
		51-80%	Medium	1400	866	162
	Large Related (5+ persons)	0-30%	High	200	116	37
		31-50%	High	200	55	53
		51-80%	Low	240	6	32
	Elderly	0-30%	High	1170	263	65
		31-50%	High	890	322	55
		51-80%	Low	580	43	5
	All Other	0-30%	High	915	45	47
		31-50%	Medium	1500	118	5
		51-80%	Medium	1860	897	155
Owner		0-30%	Medium	1795	67	15
		31-50%	Medium	2300	136	32
		51-80%	Medium	5635	147	68
Special Populations		0-80%	Medium	1790	42	4
Total Goals				23150	4345	978

Priorities for Table 2A were established based on the percentage of households affected with a Housing Problem (see Chart 1). Households with "housing problems" include those that: (1) occupy units with physical defects (lacking a kitchen or bathroom); (2) live in overcrowded conditions; (3) have a housing cost burden exceeding 30% of gross income, or have a severe housing cost burden exceeding 50% of gross income. Total 5-year needs are based on the results of Table 1 multiplied by a population increase factor of 125% with the exception of "All Other" at 51-80% of median, which used a multiplier of 200% due to the potential home buyer group.

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needsof FamiliesintheJurisdiction byFamilyType							
FamilyType	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income<=30% of AMI	2921	5	5	3	1	3	2
Income>30% but <=50% ofAMI	3712	5	5	3	1	3	2
Income>50% but <80% ofAMI	6362	5	5	3	1	3	2
Elderly	3521	5	5	3	2	1	2
Familieswith Disabilities	991	5	5	3	4	4	2
White	10735	5	5	3	1	3	2
AfricanAmerican	4625	5	5	3	1	3	2
Asian/PacificIslander	826	5	5	3	1	3	2
NativeAmerican	330	5	5	3	1	3	2

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2000
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data
Indicate year:
- ☒ Other housing market study
Indicate year: 1999 Dakota County Rental Market Survey
- ☒ Other sources: (list and indicate year of information)
1998 Dakota County 2020 Comprehensive Plan

B. Housing Needsof Families on the Public Housing and Section 8 Tenant -Based Assistance Waiting Lists

State the housing needsof the families on the PHA’s waiting list/s. **Complete one table for each type of PHA -wide waiting list administered by the PHA.** PHAs may provide separate tables for site -based or sub -jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant -based assistance X Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site -Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	965		61
Extremely low income <=30% AMI	641	66.4%	
Very low income (>30% but <=50% AMI)	198 (est.)	20.5% (est.)	
Low income (>50% but <80% AMI)	126 (est.)	13.1% (est.)	
Families with children	873	90.5%	
Elderly families	22 (age 62+ only)	2.3%	
Families with Disabilities	75 (physical disabilities only)	7%	
White	516	53.5%	
Black	378	39.2%	
Asian	53	5.5%	
Native American	18	1.9%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	92	8.7%	7
2BR	565	53.5%	15
3BR	299	28.3%	37
4BR	76	7.2%	2
5BR	25	2.4%	0
5+BR	NA		
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to re-open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needsof Familiesonthe WaitingList			
Waitinglisttype:(selectone)			
XSection8tenant -basedassistance			
<input type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover (ofwaitinglist)
Waitinglisttotal	678		600
Extremelylowincome <=30% AMI	489	72%	
Verylowincome (>30%but<=50% AMI)	160	24%	
Lowincome (>50%but<80%AMI)	26	4%	
Familieswithchildren	482	71%	
Elderlyfamilies	54	8%	
Familieswith Disabilities	72	11%	
White	260	38%	
Black	197	29%	
Asian	22	3%	
NativeAmerican	9	1%	
Characteristicsby BedroomSize(Public HousingOnly)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Isthewaitinglistclosed(selectone)? <input type="checkbox"/> NoXYes			
Ifyes:			
Howlonghasitbeenclosed(#ofmonths)?Thewaiting listclosedon3/30/01.			
DoesthePHAexpecttoreopenthelistinthePHAPlanyear? <input type="checkbox"/> NoXYes -Opens4/1/02			
DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenifgenerallyclosed?			
XNo <input type="checkbox"/> Yes			

C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA'sstrategyforaddressingthehousingneedsof familiesinthejurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR** ,andthe Agency'sreasonsforchoosingthisstrategy.

ToaddressthehousingneedsofDakotaCountyresidents,theDakotaCountyCommunity DevelopmentAgency(CDA)willexpandhighqualityhousingprogramsforalllowand moderateincomeresidents,workinginpartnershipwiththecommunity,government,social serviceagenciesandprivateindustrytoreshapeaffordablehousinginDakotaCounty.The CDAiscontinuingitsworkoncreatinganextraordinarymaintenanceprogramforaging CDAhousingdevelopmentstoreviveandextendthelifeofolderhousingstock. To successfullycarryoutthisstrategy,theCDAwillobtaintheresourcesnecessaryto maintaincurrentprogramsandwillcontinuetosearchandapplyforadditionalsources offunding.

(1)Strategies

Need:Shortageofaffordablehousingforalleligiblepopulations

Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithin itscurrentresourcesby:

Selectallthatapply

- X Employeffectivemaintenanceandmanagementpolicies tominimizethenumber ofpublichousingunitsoff -line
DakotaCountyCDAwillcontinuetomaintainavacancyrateoflessthan3%by followingeffectiveproceduresforhousingdirectlymanagedbytheCDA.
- ☐ Reduceturnovertimeforvacatedpublichousingunits
- ☐ Reducetimet orenovatepublichousingunits
- ☐ Seekreplacementofpublichousingunitslosttotheinventorythroughmixed financedevelopment
- ☐ Seekreplacementofpublichousingunitslosttotheinventorythroughsection8 replacementhousingresources
- X Maintainorincreasesection8lease -upratesbyestablishingpaymentstandards thatwillenablefamieliestorentthroughoutthejurisdiction
DakotaCountyCDAwillmaintainSection8lease -upratesbycontinuingto pursuepayment standards thatreflectthemarket.
- ☐ Undertakemeasurestoensureaccesstoaffordablehousingamongfamilies assistedbythePHA,regardless ofunitsizerequired
- X Maintainorincreasesection8lease -upratesbymarketingtheprogramto owners, particularlythoseoutsideofareasofminorityandpovertyconcentration
DakotaCountyCDAhasundertakenanextensivemarketingstrategyto encourageparticipationoflandlordsthroughoutDakotaCounty.
- ☐ Maintainorincreasesection8lease -upratesbyeffectivelyscreeningSection8 applicantstoincreaseowneracceptanceofprogram
- X ParticipateintheConsolidatedPlandevelopmentprocesstoensurecoordination withbroadercommunitystrategies

☐ Other(list below)

Strategy2:Increase thenumberofaffordablehousingunitsby:

Selectallthatapply

- X Applyforadditionalsection8unitssouldtheybecomeavailable
DakotaCountyCDAwillapplyforadditionalSection8HousingChoice Vouchersif,afterevaluatingDakotaCounty'srentalmarket,adeterminationismadethatthemarketcanabsorbadditionalHCVs.
- X Leverageaffordablehousingresourcesinthecommunitythroughthecreationof mixed -financehousing
DakotaCountyCDAformspartnershipswith localfor -profitbusinessesinordert oapplyfortaxcreditstoassistwiththeconstructionofaffordablerentalunitsfor families.Thesedevelopmentsoftenemployavarietyofnon -federalfunding sourcestherebyleveragingfederaldollarswithothers ources.TheCDAalso workswiththeCountyandcommunitiesthroughouttheCountytoprovidefunding foradditionalunitsforlow -incomeseniorhouseholdsthroughthePhaseIIofthe CDA'sseniorhousingprogram.
- X PursuehousingresourcesotherthanpublichousingorSection8tenant -based assistance.
Asstatedabove,DakotaCountyCDAappliesforavarietyoffundingsourcesto increasethesupplyofaffordablehousingoptions.
- X Other:(listbelow)
ThroughthecreationofthenewHOPEProgram,funds willbeavailablecounty widetosupportthedevelopmentofnewaffordablehousingunits,aswellasto maintainandretain,throughrehab,theaffordablehousingunitsthatalready existthroughoutthecounty.

Need:SpecificFamilyTypes:Familiesat orbelow30%ofmedian

Strategy1:Targetavailableassistancetofamiliesatorbelow30%ofAMI

Selectallthatapply

- ☐ ExceedHUDfederaltargetingrequirementsforfamiliesatorbelow30%ofAMI inpublichousing
- X ExceedHUDfederaltargetingrequirementsforfamiliesatorbelow30%ofAMI intenant -basedsection8assistance
TheDakotaCountyCDAwillmeetfederaltargetingrequirementsforfamiliesat orbelowAMI.
- ☐ Employadmissionspreferencesaimedatfamilieswiththeeconomichardships
- ☐ Adoptrentpolicies tosupportandencourage work
- X Other:(listbelow)
DakotaCountyCDAwillensurethat40%ofnewpublichousingadmissionsare atorbelow30%ofmedian.

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- X Other: (list below)
Dakota County CDA gives preference to households whose incomes are greater than 30% median income.
The HOPE Program targets households and persons whose incomes are at or below 50% median income.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special -purpose voucher targeted to the elderly, should they become available
- X Other: (list below)
Dakota County CDA has only one public housing senior building, Colleen Loney Manor. There, preference is given to elderly/handicapped/disabled applicants and "near -elderly" (age 50 -61) applicants.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special -purpose voucher targeted to families with disabilities, should they become available
- X Affirmatively market to local non -profit agencies that assist families with disabilities
- X Other: (list below)
Dakota County CDA will enlist the help of the Housing Link organization to market handicap accessible family units that become vacant, if the waiting list is insufficient.

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
The Dakota County CDA is a supporter and participant of the metro-wide Housing Link, an information and referral agency.
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
Housing Assistance staff at the CDA informs all participants of the Section 8 Program about the mobility of their Housing Choice Vouchers (HCVs). The participants are free to choose where they would like to live. All participants are given a map identifying areas of concentrated poverty within the County.
- ☒ Market the section 8 program to owners outside of areas of poverty/minority concentrations
Dakota County CDA markets the Section 8 Program to all area landlords.
- ☒ Other: (list below)
Dakota County CDA will actively utilize all resources that provide for increased opportunities.
Dakota County CDA sponsors an annual fair housing training seminar for rental property owners and managers.

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☐ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☐ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups

☐ Other: (list below)

2.Statement of Financial Resources

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	106,000.00	
b) Public Housing Capital Fund	775,000.00	
c) HOPEVI Revitalization	NA	
d) HOPEVI Demolition	NA	
e) Annual Contributions for Section 8 Tenant-Based Assistance	13,920,000.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	NA	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<i>HUD Service Coordinator Grant (for Colleen Loney Manor)</i>	15,000.00	PH Supportive Services
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	1,259,000.00	PH Operations
4. Other income (list below)		
<i>PH late fees, excess utilities, laundry coin, etc.</i>	30,000.00	PH Operations
4. Non-federal sources (list below)		
<i>Interest income</i>	12,000.00	PH Operations
Total resources	16,117,000.00	

3.PHAPoliciesGoverningEligibility,Selection,andAdmissions

[24CFRPart903.79(c)]

A.PublicHousing

Exemptions: PHA that do not administer public housing are not required to complete subcomponent 3A.

(1)Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

☐ When families are within a certain number of being offered a unit: (state number)

☐ When families are within a certain time of being offered a unit: (state time)

X Other: (describe)

Dakota County CDA verifies eligibility when the family is estimated to be within reach on the waiting list for the next projected, or actual, vacancies.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

X Criminal or Drug-related activity

X Rental history

X Housekeeping

As part of the rental history requested from past landlords only (no home visits).

X Other (describe)

Dakota County CDA does check utility payment histories, personal references (if no past rental history), and whether money is owed to our Section 8 program.

c. X Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. X Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes X No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)WaitingListOrganization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

☐ Community-wide list

X Sub-jurisdictional lists

Site-based waiting lists

☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

X PHA main administrative office

Including after-hoursonenightpermonth.

- X PHA development site management office
Colleen Loney Manor
- X Other (list below)
By mail if needed due to hardship.

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)?
 If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously?
 If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
 - ☐ PHA main administrative office
 - ☐ All PHA development management offices
 - ☐ Management offices at developments with site-based waiting lists
 - ☐ At the development to which they would like to apply
 - Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- X One
☐ Two
☐ Three or More

b. X Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- ☐ Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- ☒ Emergencies
- ☒ Overhoused
- ☒ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☒ Resident choice: (state circumstances below)
A resident can request a transfer when 1) if a change in work and/or child -care location to the extent the current unit address or location is a hardship; or 2) for personal safety issues/reasons where a move would improve the household's safety.
- ☐ Other: (list below)

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work, or go to school in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☒ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)
At Colleen Loney Manor, preference is also given to elderly/handicapped/disabled applicants, and to "near -elderly" applicants.

3.If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
 Victims of domestic violence
 Substandard housing
 Homelessness
 High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- 1 ☐ Residents who live and/or work, or go to school in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- 2 ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- 3 & 4 ☐ Other preference(s) (list below)
For Colleen Loney Manor only, preference for elderly/handicapped/disabled, and the “near -elderly”.

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- X ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- X ☒ The PHA - resident lease
- X ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☐ PHA briefing seminars or written materials
- X ☒ Other source (list)
The move - in packet contains various rules and instructions.

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☐ At an annual reexamination and lease renewal
- X Anytime family composition changes
- ☐ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing *(Also see Attachment J)*

a. ☐ Yes X No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes X No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site based waiting lists
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☐ Other (list policies and development targeted below)

d. ☐ Yes X No: Did the PHA adopt any changes to **other policies** based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher -income families? (select all that apply)

- X Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower -income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHA that do not administer section 8 are not required to complete sub component 3B. -

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates). -

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug -related activity only to the extent required by law or regulation
☐ Criminal and drug -related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug -related activity (list factors below)
☐ Other (list below)

b. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC -authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☐ Criminal or drug -related activity
☒ Other (describe below)
Dakota County CDA will share information with prospective landlords pursuant to regulation.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☐ None
☐ Federal public housing
☐ Federal moderate rehabilitation
☐ Federal project-based certificate program
☒ Other federal or local program (list below)
Section 8 Project Based Voucher Program

b. Where may interested persons apply for admission to section 8 tenant assistance? (select all that apply)

X PHA main administrative office

☐ Other (list below)

(3) Search Time

a. X Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Extensions of up to a total of 120 days can be granted. Waivers for reasonable accommodations are also granted.

(4) Admissions Preferences

a. Income targeting

☐ Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. X Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

X Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

☐ Victims of domestic violence

☐ Substandard housing

☐ Homelessness

☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

☐ Working families and those unable to work because of age or disability

☐ Veterans and veterans' families

☐ Residents who live and/or work in your jurisdiction

☐ Those enrolled currently in educational, training, or upward mobility programs

☐ Household that contribute to meeting income goals (broad range of incomes)

- X Household that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- X Other preference(s) (list below)
- Dakota County CDA gives preference to applicants who live or work in Dakota County, have been hired to work in Dakota County, or attend school full-time in Dakota County.*

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- 2 Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contribute to meeting income goals (broad range of incomes)
- 2 Household that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- 1 Other preference(s) (list below)
- Dakota County CDA also gives preference to applicants who are currently occupying a Dakota County CDA scattered site public housing unit and who also meet criteria as defined in the Administrative Plan.*

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- ☐ Date and time of application
- X Drawing (lottery) or other random choice technique
- For an initially specified time period, a lottery is used. After that initial time frame specified by the CDA, applications are ranked according to date and time of application.*

5.If the PHA plansto employ preferences for “residents who live and/or work in the jurisdiction”(select one)

- ☒ This preference has previously been reviewed and approved by HUD
☐ The PHA requests approval for this preference through this PHA Plan

6.Relationship of preference to income targeting requirements:(select one)

- ☒ The PHA applies preferences within income tiers
Only if needed .
☐ Not applicable: the pool of applicant families ensure that the PHA will meet income-targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special -purpose section 8 program administered by the PHA contained?(select all that apply)

- ☒ The Section 8 Administrative Plan
☐ Briefing sessions and written materials
☐ Other (list below)

b. How does the PHA announce the availability of any special -purpose section 8 programs to the public?

- ☒ Through published notices
☒ Other (list below)
Letters of announcement are sent to appropriate interest groups.

4. PHA Rent Determination Policies

[24 CFR Part 903.79(d)]

A. Public Housing

Exemptions: PHA that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies:(select one)

- ☐ The PHA will not employ any discretionary rent -setting policies for income -based rent in public housing. Income -based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub -component (2))

---or---

X ThePHAemploysdiscretionarypoliciesfordeterminingincome-basedrent(If selected,continuetoquestionb.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- X \$0
☐ \$1-\$25
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below :

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charge and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply) *None*

- ☐ For the earned income of a previously unemployed household member
☐ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- X Yes for all developments
☐ Yes but only for some developments
☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- X For all developments

- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- X Fair market rents (FMR)
- X 95th percentile rents
- ☐ 75 percent of operating costs
- X 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- X Other (list below)

Based on annual estimated need for reserve for replacement/capital improvements.

f. Rent review determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Anytime the family experiences an income increase
- X Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)
\$500 per month (unless on ceiling or flat rent).
- X Other (list below)
Residents must report a change in family composition anytime there is an increase in the number of minor children.

g. ☐ Yes X No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12-month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood

- X Other(list/describe below)
The Dakota County CDA uses and will continue to use our previously approved ceiling rents until October 1, 2002 as permitted by HUD regulations at which time the CDA will implement the required flat rents. The determination of the rate is currently in progress.

B. Section 8 Tenant -Based Assistance

Exemptions: PHA that do not administer Section 8 tenant -based assistance are not required to complete sub -component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
☐ 100% of FMR
X Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)
Dakota County CDA has exception rents for several cities within our jurisdiction, but only for zero and one -bedroom units. HUD has reviewed our current payment standards and they are set based on a market survey and census data pursuant to regulation.

b. If the payment standard is lower than FMR, why has the PHA selected this standard?

(select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ The PHA has chosen to serve additional families by lowering the payment standard
☐ Reflects market or submarket
☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level?

(select all that apply)

- X FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
X Reflects market or submarket
X To increase housing options for families
☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- X Annually
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
☒ Rent burdens of assisted families
☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
☐ \$1-\$25
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C (2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached.
☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	322	65
Section 8 Vouchers	1989	256
Section 8 Certificates	45	8
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Maintenance Plan, Public Housing Lease, Information contained in move-in packet.

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8 - Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- X PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant -Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- X PHA main administrative office
☐ Other (list below)

7.CapitalImprovementNeeds

[24CFRPart903.79(g)]

ExemptionsfromComponent7:Section8onlyPHAsarenotrequiredtocompletethis componentandmayskiptoComponent8.

A.CapitalFundActivities

Exemptionsfromsub -component7A:PHAsthatwillnotparticipateintheCapitalFundProgrammay skiptoc omponent7B.AllotherPHAsmustcomplete7Aasinstructed.

(1)CapitalFundProgramAnnualStatement

UsingpartsI,II,andIIIoftheAnnualStatementfortheCapitalFundProgram(CFP), identifycapitalactivitiesthePHAisproposingfortheupcomin gyeartoensurelong -term physicalandsocialviabilityofitspublichousingdevelopments.Thisstatementcanbe completedbyusingtheCFPAnnualStatementtablesprovidedinthetablelibraryatthe endofthePHAPlantemplate **OR**,atthePHA'soption ,bycompletingandattachinga properlyupdatedHUD -52837.

Selectone:

☒ TheCapitalFundProgramAnnualStatementisprovidedasanattachmenttothe PHAPlanatAttachmentI

-or-

☐ TheCapitalFundProgramAnnualStatementisprovi dedbelow:(ifselected, copytheCFPAnnualStatementfromtheTableLibraryandinsertthere)

(2)Optional5 -YearActionPlan

Agenciesareencouragedtoincludea5 -YearActionPlancoveringcapitalworkitems. Thisstatementcanbecompletedbyusing the5YearActionPlantableprovidedinthe tablelibraryattheendofthePHAPlantemplate **OR**bycompletingandattachinga properlyupdatedHUD -52834.

a.XYes ☐No:Is thePHAprovidinganoptional5 -YearActionPlanfortheCa pital Fund?(ifno,skiptosub -component7B)

b.If yestoquestiona,selectone:

☒ TheCapitalFundProgram5 -YearActionPlanisprovidedasanattachmenttothe PHAPlanatAttachmentH.

-or-

☐ TheCapitalFundProgram5 -YearAction Planisprovidedbelow:(ifselected, copytheCFPOptional5YearActionPlanfromtheTableLibraryandinsertthere)

B.HOPEVIandPublicHousingDevelopmentandReplacement Activities(Non -CapitalFund)

Applicabilityofsub -component7B:AllPHAsa dministeringpublichousing.Identify anyapprovedHOPEVIand/orpublichousingdevelopmentorreplacementactivitiesnot describedintheCapitalFundProgramAnnualStatement.

☐ Yes ☐ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI revitalization grant in the Plan year?

If yes, list development name/s below:

☐ Yes ☐ No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year?

If yes, list developments or activities below:

☐ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

8.D Demolition and Disposition

[24 CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

The CDA will be disposing of its office building in Rosemount by Seller-financed sale to the Scott/Carver/Dakota CAP Agency around September 1, 2002 when the CDA's new office building in Eagan will be completed and its Rosemount office will become excess property.

2. Activity Description

☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: Office building portion of 3 - site public housing development of 52 units 1b. Development (project) number: MN46P147009
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: Submitted 3/25/02
5. Number of units affected: No residential units are affected, only a non - dwelling office building.
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: May 8, 2001 public hearing on proposed sale. b. Projected end date of activity: Closing on sale to buyer estimated for 09/01/02.

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.79(i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY1996 HUD Appropriations Act

1. ☐ Yes ☐ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)

<input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI revitalization plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

See attachment K

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.79(k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name:
1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)

<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

Dakota County CDA is reviewing the final rule to determine feasibility of the program and the propensity for success.

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26- 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA established eligibility criteria

- ☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.79(1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 - Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☐ Yes ☒ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and program to eligible families
- ☒ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing home ownership option participation
- ☐ Preference/eligibility for section 8 home ownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self-Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/ PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)
Home Stretch (home ownership counseling)		Register	PHA main office	Dakota County residents, including Sec 8 and Public Housing residents

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: 07/01/01)
Public Housing	16	24
Section 8	66	118

b. X Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- X Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☐ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

The Dakota County CDA is no longer enforcing this requirement per HUD instruction. Related CDA Board resolution can be found as Attachment C.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79(m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug -related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower -level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual level of violent and/or drug -related crime
- X Other (describe below)
Though we haven't experienced crime problems, we do participate in the Minnesota Crime Free Housing Program as a preventative measure.

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anti-crime/anti-drug programs
- X Other (describe below)
None.

2. Which developments are most affected? (list below)

None.

B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime and/or drug -prevention activities -
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at -risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- X Other (describe below)
- The CDA participates in the MNCrime Free Housing Program.*

3. Which developments are most affected? (list below)

None.

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- X Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- X Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

None.

D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY2001 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes X No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes X No: Has the PHA included the PHDEP Plan for FY2001 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: __)

14. RESERVED FOR PETPOLI CY

[24CFRPart903.79(n)]

The Dakota County CDA's Pet Policy Summary can be found as Attachment B.

15. Civil Rights Certifications

[24CFRPart903.79(o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24CFRPart903.79(p)]

1. X Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. X Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes X No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved? N/A
If yes, how many unresolved findings remain? ____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD? N/A
If not, when are they due (state below)?

17.P HA Asset Management

[24CFRPart903.79(q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes X No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
X Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
See Attachment E for further information.
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☒ Attached as Attachment E.
☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:
- ☒ Other: (list below)
No comments were received.

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was there a resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

The Dakota County CDA will need Dakota County to authorize special State legislation to amend its enabling special legislation that dictates the type and number of its commissioners before it can legally comply with this HUD requirement. We have had continuing dialog with the Dakota County Board on this issue this past year, and this will continue. The County is aware that a bill has been introduced in the U.S. House of Representatives (HR 3995) that would permit the Secretary of HUD to waive this requirement. Consequently, the Dakota County Board may want to await the outcome of this legislation before any final special amendment language is drafted for the next state

legislative session. We would hope this issue will be resolved one way or the other over the next year.

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: *Dakota County Consortium*

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☐ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- ☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The Dakota County section of the FY2000 Consolidated Plan describes the estimated housing and community development needs of Dakota County over the next five years. It also outlines how the estimated needs will be addressed by the CDA.

The Dakota County CDA will address the housing needs by:

- *Creating new affordable units for both low -income seniors and families.*
- *Applying for continued, and when appropriate additional, funding for rent assistance programs for low -income individuals and families.*
- *Providing below market interest rate loans for low -income first time home buyers.*
- *Making low interest and deferred home owner rehab loans available to low income homeowners in an effort to maintain the existing housing stock.*
- *Encouraging self -sufficiency by participating in workforce councils, working with providers of supportive services, and by administering self -sufficiency programs when appropriate.*

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Attachments:

- A. Project Based Voucher Program Summary
- B. Pet Policy Summary
- C. CDA Board Resolution regarding Community Service Requirements
- D. Progress Summary
- E. Resident Advisory Board
- F. Follow Up Plan for RASS/PHAS
- G. Public Comments
- H. Organizational Chart
- I. PHA Capital Fund Reports
- J. Deconcentration and Income Mixing
- K. Voluntary Conversion
- L. Amendment Definitions

Certifications (submit ed ash ard copies with signatures)

ATTACHMENT A

DAKOTA COUNTY COMMUNITY DEVELOPMENT AGENCY (CDA) PROJECT BASED VOUCHER PROGRAM

The Dakota County CDA, in order to increase the availability of decent, safe and affordable housing, will project -base up to 75 vouchers in qualified units. Project -basing of these vouchers will provide additional housing opportunities, over a period of years, in a market that has a very limited amount of affordable rental units. The CDA will review and approve qualified project-based units based upon the CDA's unit selection criteria for areas within Dakota County, excluding the City of South Saint Paul. The CDA will only approve the project - basing of units in census tracts with a poverty rate of less than 20 percent, unless authorized by HUD.

ATTACHMENT B

DAKOTA COUNTY COMMUNITY DEVELOPMENT AGENCY (CDA) FAMILY PUBLIC HOUSING PET POLICY SUMMARY

In accordance with HUD regulations published July 10, 2000 at 24 CFR Part 60, "Pet Ownership in Public Housing", the Dakota County CDA has expanded its existing family public housing pet policy (which permitted only small caged mammals, small caged birds, and aquarium fish), to also permit cats. This revised policy will be effective upon approval by HUD of the Dakota County CDA Agency Plan for the Fiscal Year beginning July 1, 2001.

The number of cats per unit is limited to one (1); the number of caged birds or small caged mammals is limited to no more than three (3) at one time. No dogs are permitted in any family units due to their generally higher density, property and grounds keeping maintenance issues, noise control concerns, health and safety issues, and lack of adequate on-site, outside space for animal exercise areas.

Cats will need to wear identification tags, be re-inoculated against rabies every 12 months and meet various other requirements regarding spaying, neutering, and declawing. Cats must also be kept on a leash if ever outdoors, and must be properly cared for at all times.

The CDA has also established rules regarding pet waste disposal, pet enclosures, pet control, pet disturbances, and annual pet registration. Violations of any rules may result in the loss of the pet as well as lease termination.

Tenant must pay a \$500 pet deposit prior to bringing a cat into their unit. Pet deposits will be administered according to state law. Costs attributed to pet damage will be deducted from the pet deposit, including cost to defumigate the unit for the next tenant.

The Dakota County CDA's Public Housing Grievance Procedure is applicable to all individual grievances or disputes arising out of violations or alleged violations of the CDA's Pet Policy.

ATTACHMENT C

DAKOTA COUNTY COMMUNITY DEVELOPMENT AGENCY

Request for Board Action

Resolution No. 02 -3244

Suspending The Community Service Requirements For Public Housing

Meeting Date: 1/8/02

Department: Property Management

Prepared By: Carol Schultz

PURPOSE/ACTION REQUESTED

- Suspend Public Housing Community Service Requirements

SUMMARY

The Quality Housing and Work Responsibility Act of 1998 included a provision that required certain non –exempted public housing tenants to perform 8 hours of community service per month as a condition of continued program eligibility. Housing agencies were charged with the monitoring of this requirement. Our implementation plan for this was included as part of our Agency Plan that was approved by the CDA Board of Commissioners and submitted to HUD, both on April 10, 2001. This plan made the requirement effective with the re-examination that started after July 1, 2001.

Congress has recently had second thoughts about this requirement, having heard from many constituencies around the country. Recently they issued a suspension of any enforcement of this requirement for Federal Fiscal Year 2002 funding, which for us begins July 1, 2002. Housing Agencies further have the option to suspend enforcement activities prior to this date. Therefore, staff is recommending that the requirement be suspended immediately. Congress is expected to take action in the future to permanently suspend this provision after 2003.

Supporting Documents:
Public Housing Community Service Requirements Plan

Previous Board Action(s):
Resolution No. 01 -3097 (Agency Plan Approval)

Resolution No. 02 -3244

Suspending The Community Service Requirements For Public Housing

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE DAKOTA COUNTY COMMUNITY DEVELOPMENT AGENCY that the agency's previous adoption of Community Service Requirements for the Public Housing Program as required by HUD and adopted as part of the Agency Plan for Federal Fiscal Year 2001 be immediately suspended.

DAKOTACOUNTYCOMMUNITYDEVELOPMENTAGENCY
BOARD OF COMMISSIONERS

Meeting Date: January 8, 2002
Motion by Commissioner Clare

Resolution No. 02 -3244
Seconded by Commissioner Kassan

Suspending The Community Service Requirements For Public Housing

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE DAKOTA COUNTY COMMUNITY DEVELOPMENT AGENCY that the agency's previous adoption of Community Service Requirements for the Public Housing Program as required by HUD and adopted as part of the Agency Plan for Federal Fiscal Year 2001 be immediately suspended

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Alpers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Berg	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clare	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Doffing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kassan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Apfelbacher	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Macaulay	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTACHMENT D

DAKOTA COUNTY COMMUNITY DEVELOPMENT AGENCY (CDA) PROGRESS SUMMARY

In the 5 -Year Plan section of its 2000 Comprehensive Housing Agency Plan, the Dakota County CDA identified six main goals. As part of this annual update, the CDA is required to assess its progress towards these goals.

Goal 1: Expand the Supply of Affordable Housing

The CDA expanded the supply of affordable housing throughout Dakota County in a number of ways. In 2000, the CDA applied for and was awarded 100 additional HCVs through a competitive process. Another 75 HVCs were applied for and awarded in 2001. In 2002, the CDA will apply for another 50 HCVs when funding announcements are expected in the fall of 2002. The CDA also received funding to assist an additional 8 homeless families through the Shelter Plus Care Program in 2001.

The CDA pledged to keep public housing vacancies to less than 3% in 2000. At fiscal year end 6/30/02, the estimated public housing vacancy rate is 2.8%.

Making first mortgage money available at a below market interest rate helped 285 low -income first time home buyers purchase homes in 2001. Sixteen of those FTHBs also received down payment and closing cost assistance. Two other homeownership opportunities were created when the CDA sold two lots to Habitat for Humanity. New homes were built for two low -income families in 2000/2001.

By the CDA's year -end (6/30/02) two new affordable housing developments will have been opened and occupied. In Lakeville, 51 units of affordable rental housing for senior citizens was completed in November 2001, and a Section 42 tax credit development in Mendota Heights provides 24 units of affordable rental housing for families.

Progress towards two affordable housing developments in Hastings continues. A new tax credit development that will provide 28 units of affordable rental housing is currently under construction. Another development on an adjacent site will provide 60 units of affordable senior housing is also under construction.

Another site in Lakeville was purchased for the purpose of developing affordable family housing. This will be the third CDA tax credit development for Lakeville.

Goal 2: Improve the Quality of Assisted Housing

The CDA received an advisory score for the fiscal year 2001 Public Housing Assessment System (PHAS) of 90 out of 100 points. The Management Operations Indicators score was 29 out of 30, which earned a High Performer designation.

The CDA received its first official Section 8 Management Assessment Program (SEMAP) Score in December 2001. The CDA was rated as a High Performer with a score of 96%. The CDA will continue to evaluate and improve procedures, management functions and program policies to maintain its ranking as a high performing agency.

Customer satisfaction is very important to the CDA. Throughout the year, the CDA holds on-site training for owners and offers an annual owners conference. These efforts serve to promote the program to owners and increase rental opportunities for participants.

To accommodate the needs of its clients, the CDA offers extended hours on nights each month and in some cases, home visits are arranged. For housing the CDA owns, all renter exams are conducted at the units themselves with flexible appointment times that do not interfere with work schedules.

Goal 3: Increase Assisted Housing Choice

Participants of the HCV Program are required to attend an annual briefing appointment. This briefing includes a program summary, including information on mobility of HCVs and how to move with a HCV within the metro area or throughout the country.

Each year, HUD publishes Fair Market Rents and Payment Standards. In a high rent market such as the metro area, PHA can request exceptions to the rents published by HUD. The CDA successfully requested HUD approval for exception payment standards in several cities in the county with higher than average rental rates.

The CDA amended its 2000 Comprehensive Housing Agency Plan in order to provide project based rent assistance to a private developer. The proposed development of 84 units includes 10 project based S8 units, in addition to 21 units receiving other sources of subsidy. Project based S8 is included in the CDA's 2001 Annual Update to the Comprehensive Housing Agency Plan.

The CDA also issues housing revenue bonds and has other financing mechanisms that can be used to assist with the development of affordable housing.

Goal 4: Provide an Improved Living Environment

The scattered site public housing program operated by the CDA integrates lower income households into higher income neighborhoods. To further promote deconcentration of lower income households, the CDA gives preference to public housing applicants whose incomes exceed 30% of MFI, while at the same time meeting requirements that at least 40% of the units be rented to households at or below 30% MFI.

Goal 5: Promote Self Sufficiency and Asset Development of Assisted Households

The Family Self Sufficiency Program operated by the CDA allows participants to escrow extra money that is earned as their income increases. Several families have used their escrowed funds towards the purchase of a home. The program is fully utilized with 116 participants.

The CDA works closely with County departments to ensure that at-risk families receive the supportive services they need to get themselves back on track.

Goal 6: Ensure Equal Opportunity and Affirmatively Further Fair Housing

The CDA affirmatively markets all available rental units, whether they are public housing units, tax credit units or senior housing units. The CDA also extensively markets the S8 program and sponsors an annual fair housing training seminar for all Dakota County rental property owners and managers.

In honor of Fair Housing Month, the CDA publishes fair housing display ads every April in the community papers to increase awareness of the issue of fair housing.

ATTACHMENT E

DAKOTA COUNTY COMMUNITY DEVELOPMENT AGENCY (CDA) RESIDENT ADVISORY BOARD

Due to lack of sufficient interest from a reasonable cross section of clients after a mass mailing on the subject, the Dakota County CDA Resident Advisory Board is therefore deemed to be the entire public housing tenant body and all Section 8 Housing Choice Voucher recipients. All were given an opportunity to view the Annual Plan materials and comment directly on their own behalf.

No comments were received. A list of all Public Housing tenants and Section 8 Housing Choice Voucher recipients is not included here due to length, but is available to HUD on request.

ATTACHMENT F

RASS/PHA FOLLOWUP PLAN

Communication

The CDA will provide additional Customer Service Training for the Property Management staff in order to improve professionalism and courteous behavior when working with our residents.

The CDA staff will be advised that residents stated they need more information concerning the rules and leases. More time and explanation will be devoted to new move -ins and to residents at recertification appointments.

Safety

The CDA will provide to all Public Housing residents a telephone number for the Crime Prevention/Block Group for all of the cities of Dakota County. Residents will be encouraged to call this number for information in their city.

Certified Follow Up Plan for MN147 –Dakota County CDA
Fiscal Year End June 30, 2001

Survey Section	Score	Date to be completed in the Annual Plan	Source(s) of Funding
Maintenance & Repair	85%		
Communication	73%	6/30/02	
Safety	73%	6/30/02	
Services	89%		
Neighborhood Appearance	80%		

ATTACHMENTG

DAKOTACOUNTYCOMMUNITYDEVELOPM ENTAGENCY(CDA)
PUBLICCOMMENTS

Nocommentswereceivedfromthepublic.

ATTACHMENT I

CAPITAL FUND PROGRAM TABLES

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Dakota County Community Development Agency		Grant Type and Number Capital Fund Program Grant No: MN46P147-70800 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input checked="" type="checkbox"/> Original Annual Statements <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revised no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	\$ 77,545			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 77,545			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 114,500			
10	1460 Dwelling Structures	\$ 369,900			
11	1465.1 Dwelling Equipment-Nonexpendable	\$ 135,968			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	\$ 775,458			
	Amount of Annual Grant: (sum of lines...)				
	Amount of line XX Related to LBP Activities	\$ 10,000			
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security-Soft Costs				
	Amount of Line XX related to Security-Hard Costs				
	Amount of Line XX Related to Energy Conservation Measures	\$ 50,000			
	Collateralization Expenses or Dept Service				

ATTACHMENT I
CAPITAL FUND PROGRAM TABLES

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/C FPRHF) Part 1: Summary					
PHA Name: Dakota County Community Development Agency		Grant Type and Number Capital Fund Program Grant No: MN46P147 -50101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	77,545		77,545	1,324.80
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	77,545		77,545	169.26
8	1440 Site Acquisition				
9	1450 Site Improvement	117,063			
10	1460 Dwelling Structures	384,900		182,772	71,431.81
11	1465.1 Dwelling Equipment — Nonexpendable	135,968		1,780	1,780.00
12	1470 Non dwelling Structures				
13	1475 Non dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	793,021		339,642	74,705.87
	Amount of line XX Related to LBP Activities	10,000			
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security --Soft Costs				
	Amount of Line XX related to Security --Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures	50,000			
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 2: Supporting Pages								
PHA Name: Dakota County Community Development Agency		Grant Type and Number: Capital Fund Program Grant No: MN46P147-50101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
<input type="checkbox"/> Original Annual Statements	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no.)	<input checked="" type="checkbox"/> Performance & Evaluation Report for Period Ending: 12/31/01		<input type="checkbox"/> Final Performance & Evaluation Report			
Development No Name/HA Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
147-02	Landscape	1450	4	1,500				
147-05	Repave South Road	1450	16	25,000				
147-05 McKay Manor	Repair retaining wall	1450	16	30,000				
147-07	Landscape	1450	16	2,500				
147-11	Playground	1450	15	35,000				
PHA Wide (seelist)	Storage sheds	1450	7	5,000				
PHA Wide (seelist)	Asphalt replacement or seal coat	1450	4	7,000				
PHA Wide (seelist)	Concrete replacement	1450	4	8,500				
147-14	Landscape	1450	8	2,563				
	Site Improvements Total	1450		117,063				
147-02	Remodel kitchens & baths	1460	3	38,000		49,811.50	29,694.00	In Progress 2 from 03
147-02	Add drain tile & gutters	1460	2	2,800				
147-04	Replace windows	1460	2	7,500				
147-07	Replace flooring	1460	16	10,000				
147-07 Oliver Terrace	Replace closet doors	1460	16	10,000				
147-08	Replace windows & roof	1460	1	15,500				
147-08	Insulate crawl space, add gutters	1460	1	3,300		2,500.00		In Progress
147-08	Kitchen remodel	1460	2	7,500		11,892.00		In Progress
147-09	Remodel handicap baths	1460	3	13,500				
147-11	Refinish windows	1460	15	25,000				
147-11	Remodel handicap bath	1460	1	6,500				
147-13	Remodel Kitchen & bath	1460	1	15,000		34,368.00	34,368.00	Completed 1 from 04
147-13	Replace roof	1460	1	4,000				
147-14	Remodel kitchens	1460	8	25,000		33,638.00		In Progress
	Dwelling Structures Subtotal	1460		183,600		132,209.50	64,062.00	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 2: Supporting Pages									
PHA Name: Dakota County Community Development Agency				Grant Type and Number: Capital Fund Program Grant No: MN46P147-50101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001		
<input type="checkbox"/> Original Annual Statements		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no.)		<input checked="" type="checkbox"/> Performance & Evaluation Report for Period Ending: 12/31/01		<input type="checkbox"/> Final Performance & Evaluation Report	
Development No Name/HA Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
147-14	Replace storm doors	1460	8	10,000		10,000.00		In Progress	
147-16	Remodel kitchen, bath & flooring	1460	1	18,000		12,865.00		In Progress	
147-16	Replace roof	1460	1	5,000					
147-16	Drain tile & gutters	1460	3	6,500					
147-17	Remodel kitchen & baths	1460	2	28,500					
147-17	Siding, roofing, bath remodel	1460	1	15,000					
147-21	Repair foundation walls & add ventilation	1460	1	5,000					
147-21	Remodel kitchen & baths	1460	2	28,500					
147-21	Replace windows	1460	2	27,000					
147-21	Stucco dash	1460	1	3,000					
147-21	Replace roof & gutters	1460	2	4,800					
PHA Wide	Weatherization	1460	50	50,000		27,698.00	7,370.00	In Progress	
	Dwelling Structures Subtotal			201,300		50,563.00	7,370.00		
	Dwelling Structures Subtotal Pg 1			183,600		132,209.50	64,062.00		
	Dwelling Structures Total	1460		384,900		182,772.50	71,432.00		
147-04	Replace boilers	1465.1	2	5,968					
147-05	Replace furnaces & water heaters	1465.1	16	40,000					
147-07	Replace furnace s & water heaters	1465.1	16	40,000					
PHA Wide	Replace furnaces & water heaters	1465.1	20	50,000		1780.00	1780.00	In Progress	
	Dwelling Equipment Total	1465.1		135,968		1780.00	1780.00		

DakotaCountyCDA
 MN46P147 -50101
 CFP2001
 PHAWidePro jects

StorageSheds	AsphaltReplacementorSealCoat	ConcreteReplacement
147-04 –14880Delft	147-02 –2016PineSt.	147-02 –2016PineSt.
147-04 –14890Delft	147-08 –1177W.14 th	147-02 –13007CoRd5
147-04 –6039E.Concord	147-21 –610PleasantDr	147-02 –13009CoRd5
147-02 –14840Dallara	147-21 –650PleasantDr	147-08 –1331Easter
147-02 –14850Dallara		
147-02 –1844Forest		
147-02 –1015Christenson		

Dakota County CDA
MN46P147 -50101
CFP2001
PHA Wide Furnace Replacement

Project Number	Address	Year Built	Furnace	Waterheater
147-02	1844 Forest St.	1960	X	New 1995
147-02	1306 W. 16 th St.	1970	X	X
147-02	7650 Upper 164 th St.	1970	X	X
147-02	1015 Christenson	1973	X	New 1996
147-02	1004 Cherokee	1929	X	X
147-04	3325 Redwing Blvd	1957	X	X
147-04	14880 Delft		X	X
147-04	14890 Delft		X	X
147-08	1331 Easter		X	New 1996
147-08	1333 Easter		X	X
147-08	140 Westchester	1953	X	New 1996
147-08	1243 Smith	1953	X	New 1996
147-13	16884 Glencoe		X	X
147-13	16870 Glencoe		X	X
147-16	990 Redwood Dr	1969	X	X
147-17	808 Dodd Rd		X	X
147-17	2804 Rolling Oaks	1976	X	X
147-17	2806 Rolling Oaks	1976	X	X
147-17	157 E. Butler	1952	X	X?
147-13	2115 Cliffview		X	X
Alternates				
147-16	10061 st St.		X	X
147-16	10081 st St.		X	X

Dakota County CDA
MN46P147 -50101
CFP2001
PHA Wide Weatherization

147-02 -1844Forest	147-21 -610PleasantDr#3
147-02 -2016PineSt.	147-21 -610PleasantDr#4
147-02 -1921Walnut	147-21 -650PleasantDr#1
147-02 -921W.6 th St.	147-21 -650PleasantDr#2
147-02 -1160W.4 th St.	147-21 -650PleasantDr#3
147-02 -4241RahnRd	147-21 -610PleasantDr#4
147-02 -1306E.16 th St.	147-09 -13801PortlandAve
147-02 -6790132 nd St.	147-09 -13803PortlandAve
147-02 -6982132 nd St.	147-09 -13805PortlandAve
147-02 -2231OldCoRd34	147-09 -13807PortlandAve
147-02 -2233OldCoRd34	147-09 -13809PortlandAve
147-02 -2235OldCoRd34	147-09 -13811PortlandAve
147-02 -2237OldCoRd34	147-09 -14163PortlandAve
147-02 -16630FlagstaffWay	147-09 -14165PortlandAve
147-04 -3325RedWingBlvd	147-09 -14167PortlandAve
147-08 -1177W.14 th St.	147-09 -14169PortlandAve
147-08 -116W.25 th St.	147-09 -14171PortlandAve
147-08 -5608Upper182 nd St.	147-09 -14173PortlandAve
147-08 -3808ALodestone	147-09 -14175PortlandAve
147-08 -3808BLodestone	147-09 -14177PortlandAve
147-16 -410StateSt.	147-09 -14179PortlandAve
147-16 -1100Honeysuckle	147-09 -14181PortlandAve
147-16 -1110Honeysuckle	147-21 -1846E.55 th St.
147-21 -610PleasantDr#1	147-21 -1850E.55 th St.
147-21 -610PleasantDr#2	147-02 -16630FlagstaffWay

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Dakota County Community Development Agency		Grant Type and Number Capital Fund Program Grant No: MN46P147 -50102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non - CFP Funds				
2	1406 Operations	50,000.00			
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	77,545.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	77,545.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	16,800.00			
10	1460 Dwelling Structures	553,568.00			
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	775,458.00			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security --Soft Costs				
	Amount of Line XX related to Security --Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures	45,000.00			
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 2: Supporting Pages

PHAName: Dakota County Community Development Agency		Grant Type and Number: Capital Fund Program Grant No: MN46P147-50102 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002					
<input checked="" type="checkbox"/> Original Annual Statements		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no.)		<input type="checkbox"/> Performance & Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance & Evaluation Report	
Development No Name/HA Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
147-08	Asphalt replacement	1450	1	2,500					
147-17	Asphalt replacement	1450	1	2,500					
147-21	Seal Coat & patch asphalt	1450	2	6,500					
147-21	Asphalt patch or replace	1450	1	2,500					
147-16	Replace storage shed	1450	1	2,800					
	Site Improvements Total	1450		16,800					
147-02	Replace roofs	1460	2	6,768					
147-05 McKay Manor	Hold back from 1999 project	1460	16	7,000					
147-06 CLM	Replace fire panel & emergency lighting	1460	80	12,000					
147-06 CLM	Add & update some interior lighting	1460	80	3,500					
147-06 CLM	Add security cameras	1460	80	10,000					
147-08	Replace roof	1460	3	12,800					
147-08	Replace windows	1460	1	5,500					
147-09	Replace locks	1460	52	10,400					
147-09	Remodel Kitchens	1460	18	107,000					
147-09	Replace range hoods	1460	18	5,000					
147-09	Remodel baths	1460	15	89,500					
147-09	Update unit lighting	1460	18	15,400					
147-09	Reside leaking gable ends	1460	7	20,000					
147-11	Replace locks	1460	15	4,500					
147-11	Remodel Kitchens	1460	5	29,800					
	Dwelling Structures Subtotal	1460		339,168					

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 2: Supporting Pages										
PHA Name: Dakota County Community Development Agency				Grant Type and Number: Capital Fund Program Grant No: MN46P147-50102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
<input checked="" type="checkbox"/> Original Annual Statements		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no.)		<input type="checkbox"/> Performance & Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance & Evaluation Report		
Development No	General Description of Major Work			Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Name/HAWide Activities						Original	Revised	Obligated	Expended	
147-11	Replacerange hoods			1460	5	1,800				
147-11	Remodelbaths			1460	5	30,000				
147-11	Updateunitlighting			1460	5	2,000				
147-14	Addgutters			1460	8	5,000				
147-17	Replacesiding&roofs,adddraintile			1460	2	50,000				
147-17	Addventilation			1460	2	1,800				
147-17	Replacewindows			1460	3	23,000				
147-21	Replacepatiodoors			1460	8	15,000				
147-21	Remodelkitchen&twobaths			1460	1	28,300				
147-21	Replaceroof&windows			1460	1	12,500				
PHA Widesee list	Weatherization			1460	45	45,000				
	Dwelling Structures Subtotal					214,400				
	Dwelling Structures Subtotal Pg 1					339,168				
	Dwelling Structures Total			1460		553,568				
	Dwelling Equipment Subtotal			1465.1						

DakotaCountyCDA
MN46P147 -50102
CFP2002

**PHAWide
WeatherizationProjects**

1	147-09 13813PortlandAveSo,BV	26.	147-02 13007Co.Rd.#5
2	147-09 13815	27.	147-02 13009Co.Rd.#5
3	147-09 13817	28.	147-08 4261DiamondDr
4	147-09 13819	29	147-08 1243SmithAve
5	147-09 13821	30	147-08 7792Upper167th
6	147-09 13823	31	147-08 7780Upper167th
7	147-09 13825	32	147-08 195Kathleen
8	147-09 13827	33	147-08 140WestchesterAve
9	147-09 13829	34	147-13 7502Upper167 th
10	147-09 13831	35	147-13 7510Upper167th
11	147-09 14151	36	147-13 16870Glencoe
12	147-09 14153	37	147-13 16884Glencoe
13	147-09 14155	38	147-13 17114GageAve
14	147-09 14157	39	147-17 808DoddRd
15	147-09 14159	40	147-17 7658BarbaraCt.
16	147-09 14161	41	147-17 7660BarbaraCt.
17	147-02 1015ChristensenAve	42	147-17 157E.Butler
18	147-02 1004CherokeeAve	43	147-21 369StanleySt.
19	147-02 14815Co.Rd.#5	44	147-21 1201CharltonSt.
20	147-02 14817Co.Rd.#5	45	147-21 2262ApacheSt.
21	147-02 15442DrexelWay		
22	147-02 1360JurdyRd		
23	147-02 1364JurdyRd		
24	147-02 13974HolyokePath		
25	147-02 13976HolyokePath		

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-02				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Remodel baths			10,500	2003
Remodel kitchen			14,000	2003
LBP, flooring			22,000	2004
Bath remodel			8,000	2004
Kitchen & bath remodel & 504 compliance			28,000	2004
Foundation insulation			2,500	2004
Kitchen & bath remodel			15,000	2006
504 compliance			35,000	2006
504 compliance			35,000	2006
Add second bath			10,000	2006
Total estimated cost over next 5 years			180,000	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-04				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Total estimated cost over next 5 years				

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-05				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Replace asphalt driveways			27,000	2003
Replace ranges			8,168	2003
Total estimated cost over next 5 years			35,168	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-06				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Add new parking lot			50,000	2003
Remodel kitchens			240,000	2005
Replace flooring			161,500	2005
Replace boilers			25,000	2006
Replace elevators			10,000	2006
Replace phone call system			7,500	2006
Replace ranges			40,000	2006
Total estimated cost over next 5 years			534,000	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-07				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Replace furnaces			19,368	2004
Patch & seal coat asphalt			8,000	2005
Remodel baths			84,000	2006
Total estimated cost over next 5 years			111,368	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-08				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Remodel bath			8,000	2003
Remodel bath			8,000	2004
Total estimated cost over next 5 years			16,000	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-09				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Patch asphalt & chip seal			16,000	2003
Remodel kitchens			108,000	2003
Update interior lighting			15,800	2003
Replace range hoods			5,400	2003
Remodel baths			90,000	2003
Remodel kitchens			108,000	2004
Update interior lighting			14,044	2004
Replace range hoods			5,760	2004
Remodel baths			114,000	2004
Replace furnaces & water heaters			89,000	2005
Wash & seal fence			3,200	2006
Replace entry doors and add storm doors			52,000	2006
Replace windows			160,000	2006
Total estimated cost over next 5 years			781,204	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-11				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Replace asphalt			38,000	2003
Remodel kitchens			30,000	2003
Update interior lighting			2,000	2003
Replace range hoods			1,800	2003
Remodel baths			30,000	2003
Remodel kitchens			30,000	2004
Update interior lighting			4,389	2004
Replace range hoods			1,440	2004
Remodel baths			24,000	2004
Replace furnace & water heaters			30,868	2005
Replace entry doors & add storm doors			15,000	2006
Total estimated cost over next 5 years			207,497	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-13				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Remodel baths			15,000	2003
Remodel kitchens & baths			19,867	2004
Total estimated cost over next 5 years			34,867	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-14				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Replace entry doors			12,800	2006
Remodel baths			42,000	2006
Total estimated cost over next 5 years			54,800	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-16				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Remodel kitchen & bath			18,000	2003
Replace roof			3,500	2003
Remodel kitchens & baths			40,000	2005
Remodel kitchens & baths			28,868	2006
Total estimated cost over next 5 years			90,368	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-17				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Replace lead plumbing pipes			2,500	2003
Replace siding, roof & windows			23,500	2003
Remodel kitchen & bath			18,000	2004
Paint exterior			3,000	2005
Add second bath			10,000	2006
Add second bath			10,000	2006
Total estimated cost over next 5 years			67,000	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
147-21				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Replace roofs			4,500	2003
Remodel kitchen & flooring			15,700	2003
Update common lighting			2,000	2003
Replace garage doors			7,500	2003
Remodel kitchen & bath, replace flooring			22,000	2004
Replace siding & roofing			24,000	2004
Remodel kitchen & baths			75,000	2004
Paint exterior			3,000	2005
Total estimated cost over next 5 years			153,700	

5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

5-Year Action Plan Table				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
PHA Wide				
Description of needed physical improvements or management improvements			Estimated Cost	Planned Start Date (PHA fiscal year)
Asphalt replacement			16,500	2003
Concrete replacement			7,000	2003
Weatherization			50,000	2003
Asphalt replacement			19,000	2004
Concrete replacement			3,000	2004
Weatherization			50,000	2004
Weatherization			45,000	2005
Asphalt replacement			10,000	2006
Concrete replacement			15,000	2006
Total estimated cost over next 5 years			215,500	

Description of Resident Partnership and Summary of General Issues

Prior to the development of the 2002 Annual Submission and Five Year Action Plan, residents and local government were asked _____ in writing for their ideas on what physical and management improvements they would like to see the CDA undertake.

A resident meeting was held at Colleen Loney Manor on Tuesday, February 12, 2002, and was attended by twenty _____ -one residents. Tenants were informed that the new CFP grant for 2002 includes replacing of the security fire panel and lighting; adding off street parking at the rear of the building and installing security cameras. Tenants overwhelmingly requested that garages be built for their cars, but with location and current funding this is not a feasible project to undertake. In the five _____ -year plan we have included remodeling of the apartment kitchens, redoshutoff valves to the plumbing, replace apartment and common area carpeting.

On Tuesday, February 19, 2002, an additional resident meeting was held at the CDA office. No one attended that meeting.

On Tuesday, March 12, 2002, a public hearing was held at the CDA office. No one attended that meeting.

All public housing residents received written notice of the above meetings, and were also invited to submit written comments or to call the Contract Manager with comments.

Three scattered site tenants did write in some request for capital improvements, which have been included in the 2002 _____ 5-year plan.

Local government officials were mailed a draft plan and invited to comment. One response was received which is attached.

ATTACHMENTJ

DECONCENTRATIONANDINCOMEMIXING

Component3,(6)DeconcentrationandIncomeMixing

a.X ☒ Yes ☐ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b.X ☒ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Development Name	Number of Units	% of Overall Average of Income	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
MN46P147004	7	131	Scattered site Acquisition development	N/A
MN46P147007	16	81	Low density development	N/A
MN46P147008	18	136	Scattered site Acquisition development	N/A
MN46P147014	8	73	Low density development	N/A
MN46P147021	23	82	Scattered site Acquisition development	N/A

ATTACHMENT K

COMPONENT 10(B) VOLUNTARY CONVERSION INITIAL ASSESSMENTS

- a. How many of the PHA's developments are subject to the Required Initial Assessments? 12
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g. elderly and/or disabled developments not general occupancy projects)? 1 (MN46P147006 – Colleen Loney Manor)
- c. How many Assessments were conducted for the PHA's covered developments? 12
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: None at this time. The CDA wishes to reassess this when more information and funding details are made available by HUD.

At this time, the CDA has determined that conversion of any of its public housing developments is inappropriate per Section 533 of the Public Housing Reform Act of 1998 because any such conversions would adversely affect the availability of affordable housing in Dakota County, due to the continued low vacancy rates, as well as the shortage of affordable housing in the county and throughout the metro region. Furthermore, without additional information and HUD funding details, it is not possible to draw any valid conclusion, also required by Section 533 of The Act, regarding whether conversion would be more or less expensive than public housing and whether it would principally benefit the residents of the public housing development(s) to be converted.

Development Name	Number of Units

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

ATTACHMENT L
AMENDMENT DEFINITIONS

SUBSTANTIAL DEVIATION FROM THE 5 -YEAR PLAN

Fundamental changes to the PHA's mission statement, goals, or objectives that are identified in the 5 -year Plan.

SIGNIFICANT AMENDMENTS OR MODIFICATIONS TO THE ANNUAL PLAN

For the Public Housing and Section 8 Programs:

- Local preference changes regarding waiting lists systems.
- Those that may be required by HUD by regulation, if any.

For Public Housing only:

- Any future proposed demolition or disposition of properties.
- Any proposed elderly-only designation of property.

For Section 8 only:

Changes to Section 8 project based allocation maximums.